



GRAND RAPIDS AREA LIBRARY BOARD MEETING AGENDA

Wednesday, June 11, 2025

5:00 PM

NOTICE IS HEREBY GIVEN, that a regular meeting of the Grand Rapids Area Library Board will be held in the City Council Chambers in the Grand Rapids City Hall, 420 North Pokegama Avenue, in Grand Rapids, Minnesota on Wednesday, June 11, 2025 at 5:00 PM.

CALL TO ORDER:

CALL OF ROLL:

APPROVAL OF AGENDA:

PUBLIC COMMENT (if anyone wishes to address the Board):

APPROVAL OF MINUTES:

1. Consider approval of Minutes from the 05-14-2025 Library Board Meeting.

COMMUNICATIONS:

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Consider approval of Library Bill List and review financial reports.

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of a resolution accepting donations to the library.
4. Consider a contract with Emily Lindner for a series of book club meetings.
5. Consider a contract with Emily Slaubaugh for a series of Musical Storytime programs.

REGULAR AGENDA:

6. Library Advocacy Update.
7. Review Collection Development Guidelines.

UPDATES:

Friends

Foundation

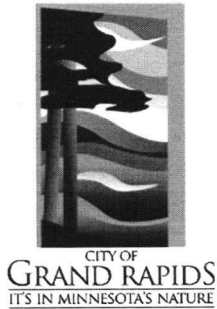
STAFF REPORTS:

- [8.](#) Review Library Reports and Statistics.

ADJOURNMENT:

NEXT REGULAR MEETING IS SCHEDULED FOR JULY 9, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services



GRAND RAPIDS AREA LIBRARY BOARD MEETING MINUTES

Wednesday, May 14, 2025

5:00 PM

CALL TO ORDER: Pursuant to due notice and call thereof, a Regular meeting of the Grand Rapids Area Library Board will be held on Wednesday, May 14, 2025 at 5:00 PM in City Council Chambers, 420 North Pokegama Avenue, Grand Rapids, Minnesota.

Chair Martin called the meeting to order at 5:00

CALL OF ROLL:

Present: All

Absent: None

Staff: Will Richter

APPROVAL OF AGENDA:

Motion to: approve agenda

Mover: Richards

Seconder: Dobbs

Result: Passed unanimously

PUBLIC COMMENT (if anyone wishes to address the Board):

None

APPROVAL OF MINUTES:

1. Consider approval of Minutes from the last meeting.

Motion to: approve minutes from the last meeting

Mover: Dobbs

Seconder: Teigland

Result: Passed unanimously

COMMUNICATIONS:

None

FINANCIAL REPORT & CLAIMS (Roll Call Vote Required):

2. Review library financials and consider approval of Library Bill List.

Motion to: approve payment of 05-14-2025 Library Bill List

Mover: Richards

Second: Casteel

Result: Passed 9-0 via roll-call

CONSENT AGENDA (Roll Call Vote Required):

3. Consider approval of a contract with Diana Magner for a series of 8 STEM programs.
4. Consider approval of a contract with Halley Ortenblad for a series of 5 Lego Club programs.
5. Consider approval of a contract with Madelyn Pratto for a series of 6 Lego Club programs.
6. Consider a resolution accepting donations.

Motion to: approve Consent Agenda

Mover: Teigland

Second: Dobbs

Result: Passed 9-0 via roll-call

REGULAR AGENDA:

7. Article about Inter Library Loan in Minnesota.

Informational

8. Update on South Dakota Inter Library Loan.

Informational

9. Minnesota State Senator Mary Kunesch Statement on IMLS cuts.

Informational

10. Update on local library advocacy.

Informational

UPDATES:

Friends by Teigland – Pop Up Sale made \$800+; Annual Meeting 6/4 at 5:30 PM – Methodist Church
Foundation by Barr – Next meeting is 5/15

STAFF REPORTS:

11. Review library reports and statistics.

Library Director summarized library reports and statistics

ADJOURNMENT: Chair Martin adjourned the meeting at 5:35

NEXT REGULAR MEETING IS SCHEDULED FOR JUNE 11, 2025, AT 5:00 PM.

ATTEST: Will Richter, Director of Library Services

DATE: 05/08/2025
 TIME: 13:48:48
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 05/14/2025

VENDOR #	NAME	AMOUNT DUE
PUBLIC LIBRARY		
0114200	ANDERSON GLASS	75.00
0118100	VESTIS GROUP INC	216.61
0118660	ARROWHEAD LIBRARY SYSTEM	136.52
0201428	BAKER & TAYLOR LLC	4,110.32
0212124	BLACKSTONE PUBLISHING	718.36
0221650	BURGGRAF'S ACE HARDWARE	91.54
0305485	CENGAGE LEARNING INC	14.94
0405500	DEMCO INC	2,079.76
0718010	CITY OF GRAND RAPIDS	3,493.34
0914540	INNOVATIVE OFFICE SOLUTIONS LL	807.98
1205099	LEARNING OPPORTUNITIES INC	3,241.90
1309055	MIDWEST TAPE LLC	114.96
1309525	UNIVERSITY OF MN (MINITEX)	300.00
1605527	THE PENWORTHY COMPANY LLC	973.92
1605665	PERSONNEL DYNAMICS LLC	2,680.65
1608100	PHAROS SYSTEMS INT'L INC	1,679.00
1901535	SANDSTROM'S INC	139.74
2009470	THE TIMBERJAY INC	68.00
2114356	UNIQUE MANAGEMENT SERVICES	139.80
2209421	VIKING ELECTRIC SUPPLY INC	2,019.90

TOTAL UNPAID TO BE APPROVED IN THE SUM OF: \$23,102.24

CHECKS ISSUED-PRIOR APPROVAL
 PRIOR APPROVAL

0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	574.08
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	71,261.76
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	124.21
1305065	MEDTOX LABORATORIES INC	26.38
1305725	METROPOLITAN LIFE INSURANCE CO	80.64
1309199	MINNESOTA ENERGY RESOURCES	182.00
1309335	MINNESOTA REVENUE	95.72
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1518725	HALLEY ORTENBLAD	50.00
1601750	PAUL BUNYAN COMMUNICATIONS	325.13
1618120	MADELYN R PRATTO	50.00
1621130	P.U.C.	2,386.62
1809158	WILLIAM RICHTER	2,440.00
2301700	WM CORPORATE SERVICES, INC	145.86

TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF: \$88,585.93

TOTAL ALL DEPARTMENTS \$111,688.17



Diana Magner
34447 Unger Dr.
Grand Rapids, MN 55744

4/09/2025

Dear Ms. Magner:

I am pleased that you will be leading 8 STEM programs for school-age children. These programs will be held on 6/11/2025, 6/18/2025, 6/25/2025, 7/2/2025, 7/9/2025, 7/16/2025, 7/23/2025, and 7/30/2025.

The Library will pay you \$150 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will provide \$50 for supplies and materials, for a total of \$200 per program. Payment will be after the program. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Diana Magner
Signature

4-9-25
Date

Approved for the Board of Directors:

Cyndy Foster

May 14 25



May 5, 2025

Halley Ortenblad
1006 Comstock Dr.
Deer River, Mn 56636

Dear Ms. Ortenblad:

I am pleased that you will be leading a series of weekly Lego programs developed for school-age children. These programs will be held 6/13/2025, 6/20/2025, 6/27/2025, 7/18/2025, and 7/25/2025.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Halley Ann Marie Ortenblad
Signature

5/5/2025
Date

Approved for the Board of Directors:

Sandy Richter

May 14 25



May 5, 2025

Madelyn Pratto
2004 Oak St.
Grand Rapids, MN 55744

Dear Ms. Pratto:

I am pleased that you will be leading a series of weekly Lego programs developed for school-age children. These programs will be held 6/13/2025, 6/20/2025, 6/27/2025, 7/18/2025, 7/25/2025, and 8/01/2025.

The Library will pay you \$50 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. Payments will be made weekly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
Library Director

These terms are acceptable:

Madelyn Pratto
Signature

5/5/25
Date

Approved for the Board of Directors:

Cyndy Gaster

May 14 25

RESOLUTION NO. 2025-05
A RESOLUTION ACCEPTING DONATIONS

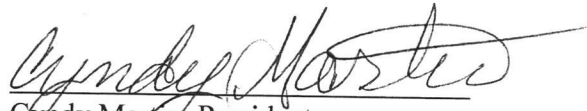
WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

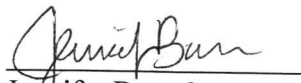
WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation - \$5,814.50

Adopted this 14th day of May 2025


Cyndy Martin, President


Jennifer Barr, Secretary

DATE: 06/04/2025
 TIME: 13:07:24
 ID: AP443GR0.WOW

CITY OF GRAND RAPIDS
 DEPARTMENT SUMMARY REPORT

PAGE: 1

INVOICES DUE ON/BEFORE 06/11/2025

VENDOR #	NAME	AMOUNT DUE

PUBLIC LIBRARY		
0100010	5 STAR PEST CONTROL &	550.00
0118100	VESTIS GROUP INC	151.74
0201428	BAKER & TAYLOR LLC	545.61
0212124	BLACKSTONE PUBLISHING	141.00
0405500	DEMCO INC	131.10
0718010	CITY OF GRAND RAPIDS	1,508.75
0914324	INGRAM LIBRARY SERVICES LLC	2,008.92
0914540	INNOVATIVE OFFICE SOLUTIONS LL	563.90
1305203	APG MEDIA OF MINNESOTA, LLC	512.80
1309055	MIDWEST TAPE LLC	227.16
1605665	PERSONNEL DYNAMICS LLC	536.13
1901535	SANDSTROM'S INC	133.43
1920065	STAR TRIBUNE	829.30
2114356	UNIQUE MANAGEMENT SERVICES	128.15
TOTAL UNPAID TO BE APPROVED IN THE SUM OF:		\$7,967.99
CHECKS ISSUED-PRIOR APPROVAL		
PRIOR APPROVAL		
0100053	AT&T MOBILITY	54.63
0113105	AMAZON CAPITAL SERVICES	64.85
0605191	FIDELITY SECURITY LIFE	6.90
0718015	GRAND RAPIDS CITY PAYROLL	45,539.94
1209520	EMILY LINDNER	150.00
1301146	MARCO TECHNOLOGIES, LLC	129.21
1305725	METROPOLITAN LIFE INSURANCE CO	75.52
1309199	MINNESOTA ENERGY RESOURCES	81.08
1516220	OPERATING ENGINEERS LOCAL #49	10,632.00
1601750	PAUL BUNYAN COMMUNICATIONS	325.13
1621130	P.U.C.	2,609.74
TOTAL PRIOR APPROVAL ALLOWED IN THE SUM OF:		\$59,669.00
TOTAL ALL DEPARTMENTS		\$67,636.99

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

Item 2.

1

DATE: 06/04/25
TIME: 13:03:23
ID: AP441000.WOW

CITY OF GRAND RAPIDS
DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT
0100010	5	STAR PEST CONTROL &						
11411-L	05/22/25	01	SPIDER SPRAY LIBRARY	211-00-75-30-4010	20251475		06/11/25	550.00
				BUILDING MAINT/REPAIRS				
						INVOICE TOTAL:		550.00
						VENDOR TOTAL:		550.00
0100053	AT&T	MOBILITY						
L	05/12/25	01	LIB MAY SERVICE	999-99-00-00-1000			06/11/25	54.63
				HOLDING ACCOUNT				
						INVOICE TOTAL:		54.63
						VENDOR TOTAL:		54.63
0113105	AMAZON	CAPITAL SERVICES						
L	05/12/25	01	5 BOOKS	999-99-00-00-1000			06/11/25	64.85
				HOLDING ACCOUNT				
						INVOICE TOTAL:		64.85
						VENDOR TOTAL:		64.85
0118100	VESTIS	GROUP INC						
2630425575-L	05/20/25	01	MATS	211-00-75-30-3070	20251461		06/11/25	35.89
				LAUNDRY				
		02	MOPS/TOWELS/WIPER/#350041513	211-00-75-20-2150	20251461			39.98
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		75.87
2630430762-L	06/03/25	01	MATS	211-00-75-30-3070	20251588		06/11/25	35.89
				LAUNDRY				
		02	MOPS/TOWELS/WIPERS/#350041513	211-00-75-20-2150	20251588			39.98
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		75.87
						VENDOR TOTAL:		151.74
0201428	BAKER &	TAYLOR LLC						

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE #	INVOICE	ITEM						
VENDOR #	DATE	#	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

0201428	BAKER & TAYLOR LLC							
2039072571-L	05/13/25	01	15 BOOKS/#209977	211-00-75-20-2110	20251429		06/11/25	281.65
				BOOKS				
						INVOICE TOTAL:		281.65
2039100174-L	05/13/25	01	15 BOOKS/#209977 L025981	211-00-75-20-2110	20251546		06/11/25	263.96
				BOOKS				
						INVOICE TOTAL:		263.96
						VENDOR TOTAL:		545.61
0212124	BLACKSTONE PUBLISHING							
2197952-L	05/12/25	01	3 CDS/C#101678	211-00-75-20-2120	20251462		06/11/25	141.00
				AUDIO/VISUAL				
						INVOICE TOTAL:		141.00
						VENDOR TOTAL:		141.00
0405500	DEMCO INC							
7647773-L	05/15/25	01	3 TIER DOCUMENT ORGANIZER	211-00-75-20-2010	20251582		06/11/25	131.10
				OFFICE SUPPLIES				
						INVOICE TOTAL:		131.10
						VENDOR TOTAL:		131.10
0605191	FIDELITY SECURITY LIFE							
L	05/12/25	01	LIB MAY VISION	999-99-00-00-1000			06/11/25	6.90
				HOLDING ACCOUNT				
						INVOICE TOTAL:		6.90
						VENDOR TOTAL:		6.90
0718010	CITY OF GRAND RAPIDS							
25/252-L	05/31/25	01	2024 AUDIT FEE	211-00-75-30-3010	20251573		06/11/25	1,508.75
				ACCOUNTING SERVICES				
						INVOICE TOTAL:		1,508.75
						VENDOR TOTAL:		1,508.75

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE # VENDOR #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

0718015	GRAND RAPIDS CITY PAYROLL							
L	05/02/25	01	LIB PAYROLL 5/2/25	999-99-00-00-1000			06/11/25	22,510.41
				HOLDING ACCOUNT				
		02	LIB PAYROLL 5/16/25	999-99-00-00-1000				23,029.53
				HOLDING ACCOUNT				
						INVOICE TOTAL:		45,539.94
						VENDOR TOTAL:		45,539.94
0914324	INGRAM LIBRARY SERVICES LLC							
88181830-L	05/16/25	01	112 BOOKS/20AU886/88181830	211-00-75-20-2110	20251597		06/11/25	1,273.54
				BOOKS				
		02	SHIPPING/HANDLING	211-00-75-20-2110	20251597			156.10
				BOOKS				
						INVOICE TOTAL:		1,429.64
88213636-L	05/19/25	01	16 BOOKS/20AU886/88213636	211-00-75-20-2110	20251598		06/11/25	163.00
				BOOKS				
		02	SHIPPING/HANDLING	211-00-75-20-2110	20251598			35.00
				BOOKS				
						INVOICE TOTAL:		198.00
88254656-L	05/20/25	01	FREIGHT ADJ/CREDIT/88254656	211-00-75-20-2110	20251598		06/11/25	-32.00
				BOOKS				
						INVOICE TOTAL:		-32.00
88277170-L	05/21/25	01	FREIGHT ADJ/CREDIT/88277170	211-00-75-20-2110	20251597		06/11/25	-153.10
				BOOKS				
						INVOICE TOTAL:		-153.10
88389268-L	05/29/25	01	9 BOOKS/20AU886/88389268-L	211-00-75-20-2110	20251572		06/11/25	169.52
				BOOKS				
						INVOICE TOTAL:		169.52
88389270-L	05/29/25	01	27 BOOKS/20AU886/88389270-L	211-00-75-20-2110	20251572		06/11/25	396.86
				BOOKS				
						INVOICE TOTAL:		86
						VENDOR TOTAL:		92

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

DATE: 06/04/25
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CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE #	INVOICE	ITEM						
VENDOR #	DATE	#	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

0914540	INNOVATIVE OFFICE SOLUTIONS LL							
IN4846492-L	05/23/25	01	PAPER	211-00-75-20-2020	20251478		06/11/25	307.54
				COPY SUPPLIES				
		02	TONER 414A BK/MG	211-00-75-20-2060	20251478			256.36
				COMPUTER SUPPLIES				
						INVOICE TOTAL:		563.90
						VENDOR TOTAL:		563.90
1209520	EMILY LINDNER							
L	05/19/25	01	BOOK CLUB MEETING 5/12/25	999-99-00-00-1000			06/11/25	150.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		150.00
						VENDOR TOTAL:		150.00
1301146	MARCO TECHNOLOGIES, LLC							
L	05/19/25	01	LIB MAY COPIER LEASE	999-99-00-00-1000			06/11/25	129.21
				HOLDING ACCOUNT				
						INVOICE TOTAL:		129.21
						VENDOR TOTAL:		129.21
1305203	APG MEDIA OF MINNESOTA, LLC							
MDN-134700/2025-L	06/16/25	01	LIB RENEWAL MDN-134700	211-00-75-20-2130	20251427		06/11/25	512.80
				NEWSPAPERS				
						INVOICE TOTAL:		512.80
						VENDOR TOTAL:		512.80
1305725	METROPOLITAN LIFE INSURANCE CO							
L	04/28/25	01	LIB MAY SUPP/LIFE INS PREM	999-99-00-00-1000			06/11/25	75.52
				HOLDING ACCOUNT				
						INVOICE TOTAL:		75.52
						VENDOR TOTAL:		75.52

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

Item 2.

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DATE: 06/04/25
 TIME: 13:03:23
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

1309055	MIDWEST TAPE LLC							
507148650-L	05/09/25	01	9 DVDS/2000006802	211-00-75-20-2120	20251428		06/11/25	227.16
				AUDIO/VISUAL				
						INVOICE TOTAL:		227.16
						VENDOR TOTAL:		227.16
1309199	MINNESOTA ENERGY RESOURCES							
L	05/19/25	01	LIB APR NTL GAS	999-99-00-00-1000			06/11/25	81.08
				HOLDING ACCOUNT				
						INVOICE TOTAL:		81.08
						VENDOR TOTAL:		81.08
1516220	OPERATING ENGINEERS LOCAL #49							
L	05/12/25	01	LIB JUN HEALTH INS PREM	999-99-00-00-1000			06/11/25	10,632.00
				HOLDING ACCOUNT				
						INVOICE TOTAL:		10,632.00
						VENDOR TOTAL:		10,632.00
1601750	PAUL BUNYAN COMMUNICATIONS							
L	05/05/25	01	MAY SERVICE & LINE CHARGES	999-99-00-00-1000			06/11/25	325.13
				HOLDING ACCOUNT				
						INVOICE TOTAL:		325.13
						VENDOR TOTAL:		325.13
1605665	PERSONNEL DYNAMICS LLC							
54620-L	05/21/25	01	S WAGNER 15 HRS W/E 5/17	211-00-75-10-1050	20251463		06/11/25	382.95
				CONTRACTED SERVICES				
		02	J WINKELMAN 6 HRS W/E 5/17	211-00-75-10-1050	20251463			153.18
				CONTRACTED SERVICES				
						INVOICE TOTAL:		536.13
						VENDOR TOTAL:		536.13

DETAILED GRAND RAPIDS PUBLIC LIBRARY BILL LIST - JUNE 11, 2025

Item 2.

6

DATE: 06/04/25
 TIME: 13:03:23
 ID: AP441000.WOW

CITY OF GRAND RAPIDS
 DETAIL BOARD REPORT

INVOICES DUE ON/BEFORE 06/11/2025

INVOICE #	INVOICE DATE	ITEM #	DESCRIPTION	ACCOUNT #	P.O. #	PROJECT	DUE DATE	ITEM AMT

1621130	P.U.C.							
L	05/12/25	01	LIB APR UTILITIES	999-99-00-00-1000			06/11/25	2,609.74
				HOLDING ACCOUNT				
						INVOICE TOTAL:		2,609.74
						VENDOR TOTAL:		2,609.74
1901535	SANDSTROM'S INC							
545586-L	05/19/25	01	30X36 .65MIL CLR HVY 20-30GA	211-00-75-20-2150	20251444		06/11/25	32.50
				MAINTENANCE TOOLS/SUPPLIES				
		02	TOWEL ROLL WHT	211-00-75-20-2150	20251444			56.36
				MAINTENANCE TOOLS/SUPPLIES				
		03	TOIL TISS/C#320023	211-00-75-20-2150	20251444			44.57
				MAINTENANCE TOOLS/SUPPLIES				
						INVOICE TOTAL:		133.43
						VENDOR TOTAL:		133.43
1920065	STAR TRIBUNE							
9277061/2025-L	05/25/25	01	9277061/2025 RENEWAL	211-00-75-20-2130	20251548		06/11/25	829.30
				NEWSPAPERS				
						INVOICE TOTAL:		829.30
						VENDOR TOTAL:		829.30
2114356	UNIQUE MANAGEMENT SERVICES							
6138904-L	04/30/25	01	APRIL PLACEMENTS	211-00-75-30-3300	20251379		06/11/25	128.15
				PROFESSIONAL SERV-COLLECTI				
						INVOICE TOTAL:		128.15
						VENDOR TOTAL:		128.15
						TOTAL ALL INVOICES:		67,636.99

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
YEAR TO DATE THROUGH **MAY 31, 2025**

Item 2.

Account Number	Account Description	2025 Budget	Year to Date	Percent of Budget
211-00-31-00-0100	CURRENT	\$ 830,187	\$ -	0%
211-00-33-00-6300	LIBRARY CONTRACTS	145,000	-	0%
211-00-34-00-7960	ALS CROSS-OVERS	5,281	8,045	152%
211-00-34-00-7970	PHOTO COPIES	2,000	1,842	92%
211-00-34-00-7975	INTERNET	2,000	435	22%
211-00-34-00-7980	LIBRARY FEES-PROCTORING	100	-	0%
211-00-34-00-7982	PASSPORT PROCESSING FEE	18,200	20,230	111%
211-00-34-00-7990	FAX MACHINE USE	500	339	68%
211-00-35-00-1030	LIBRARY FINES	-	11	0%
211-00-37-00-2310	DONATIONS	1,500	13,023	868%
211-00-37-00-2365	ENDOWMENT FUND INCOME	1,300	1,503	116%
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATION	-	10,961	0%
211-00-37-00-2450	MISCELLANEOUS	-	755	0%
211-00-37-00-5100	INVESTMENT INCOME	3,000	2,410	80%
		1,009,068	59,553	6%
211-00-39-00-5500	FUND BALANCE USAGE	-	-	0%
211-00-75-00-7200	OPERATING TRANSFER OUT	-	-	0%
211-00-75-10-1010	SALARY-FULL TIME	432,574	173,540	40%
211-00-75-10-1030	SALARY-PARTTIME	96,799	43,652	45%
211-00-75-10-1050	CONTRACTED SERVICES	8,510	6,631	78%
211-00-75-10-1210	PERA	39,305	15,754	40%
211-00-75-10-1220	FICA	32,821	13,236	40%
211-00-75-10-1250	MEDICARE	7,676	3,095	40%
211-00-75-10-1310	HEALTH INSURANCE	128,370	52,080	41%
211-00-75-10-1330	LIFE INSURANCE	232	110	47%
211-00-75-10-1510	WORKERS COMPENSATION	2,413	1,059	44%
211-00-75-20-2010	OFFICE SUPPLIES	8,000	2,737	34%
211-00-75-20-2020	COPY SUPPLIES	1,500	308	21%
211-00-75-20-2030	PRINTING/BINDING	1,000	97	10%
211-00-75-20-2060	COMPUTER SUPPLIES	3,000	2,633	88%
211-00-75-20-2070	COMPUTER INVENTORY	2,500	-	0%
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	10,000	-	0%
211-00-75-20-2090	INVENTORIAL SUPPLIES	1,000	7,451	745%
211-00-75-20-2095	PRGM SUP & MATERIALS	1,000	2,809	281%
211-00-75-20-2100	OPERATING SUPPLIES	2,000	2,052	103%
211-00-75-20-2110	BOOKS	39,000	22,607	58%
211-00-75-20-2120	AUDIO/VISUAL	9,000	2,776	31%
211-00-75-20-2130	NEWSPAPERS	2,000	1,370	69%
211-00-75-20-2140	PERIODICALS	7,500	47	1%
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	3,000	1,366	46%
211-00-75-30-3000	PROFESSIONAL SERVICES	500	56	11%
211-00-75-30-3010	ACCOUNTING SERVICES	1,600	1,509	94%
211-00-75-30-3070	LAUNDRY	1,000	355	36%
211-00-75-30-3090	JANITORIAL SERVICES	20,960	8,733	42%
211-00-75-30-3100	OTHER CONTRACTED SERVICES	12,000	1,150	10%
211-00-75-30-3210	TELEPHONE	6,000	1,898	32%
211-00-75-30-3220	POSTAGE/FREIGHT	3,500	2,090	60%
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	3,000	2,440	81%
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	2,000	606	30%
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	500	183	37%
211-00-75-30-3510	PUBLISHING & ADVERTISING	600	1,281	214%
211-00-75-30-3610	GENERAL INSURANCE	26,208	10,300	39%
211-00-75-30-3810	ELECTRICITY	35,000	9,785	28%
211-00-75-30-3840	GARBAGE REMOVAL	2,000	675	34%

CITY OF GRAND RAPIDS
 GRAND RAPIDS AREA LIBRARY REVENUE & EXPENDITURES
 YEAR TO DATE THROUGH **MAY 31, 2025**

Item 2.

Account Number	Account Description	2025 Budget	Year to Date	Percent of Budget
211-00-75-30-3860	HEAT-NATURAL GAS	8,000	3,083	39%
211-00-75-30-4000	MAINTENANCE CONTRACTS	9,500	2,317	24%
211-00-75-30-4010	BUILDING MAINT/REPAIRS	15,000	5,692	38%
211-00-75-30-4015	GROUPS MAINTENANCE	1,000	-	0%
211-00-75-30-4020	COMPUTER MAINT/REPAIR	9,000	2,130	24%
211-00-75-30-4030	ONLINE SERVICES	3,000	1,110	37%
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	8,000	2,154	27%
211-00-75-30-4100	EQUIPMENT LEASES	1,500	626	42%
211-00-75-30-4330	DUES & SUBSCRIPTIONS	-	240	0%
	TOTAL EXPENDITURES	1,009,068	413,823	41%
	SURPLUS REVENUES/(EXPENDITURES)	-	(354,270)	

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 5 PERIODS ENDING MAY 31, 2025

PAGE: 1
F-YR: 25

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
REVENUES							
TAXES							
211-00-31-00-0100	CURRENT	0.00	830,187.00	0.00	0.00	830,187.00	0
211-00-31-00-0200	DELINQUENT	0.00	0.00	0.00	0.00	0.00	0
211-00-31-00-4055	FISCAL DISPARITIES	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	830,187.00	0.00	0.00	830,187.00	0
TOTAL TAXES		0.00	830,187.00	0.00	0.00	830,187.00	0
INTERGOVERNMENTAL							
211-00-33-00-4060	SUPPLEMENTAL AID	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-4250	STATE OF MINNESOTA	0.00	0.00	0.00	0.00	0.00	0
211-00-33-00-6300	LIBRARY CONTRACTS	0.00	145,000.00	0.00	0.00	145,000.00	0
211-00-33-00-6310	ALS REIMBURSEMENT	0.00	0.00	0.00	0.00	0.00	0
TOTAL		0.00	145,000.00	0.00	0.00	145,000.00	0
TOTAL INTERGOVERNMENTAL		0.00	145,000.00	0.00	0.00	145,000.00	0
CHARGES FOR SERVICES							
211-00-34-00-7960	ALS CROSS-OVERS	0.00	5,281.00	8,045.00	0.00	(2,764.00)	152
211-00-34-00-7970	PHOTO COPIES	411.16	2,000.00	1,842.03	0.00	157.97	92
211-00-34-00-7975	INTERNET	38.72	2,000.00	434.71	0.00	1,565.29	22
211-00-34-00-7980	LIBRARY FEES-PROCTORING	0.00	100.00	0.00	0.00	100.00	0
211-00-34-00-7982	PASSPORT PROCESSING FEE	3,710.00	18,200.00	20,230.00	0.00	(2,030.00)	111
211-00-34-00-7985	POSTAGE REIMBURSEMENTS-TESTS	0.00	0.00	0.00	0.00	0.00	0
211-00-34-00-7990	FAX MACHINE USE	63.56	500.00	338.57	0.00	161.43	68
TOTAL		4,223.44	28,081.00	30,890.31	0.00	(2,809.31)	110
TOTAL CHARGES FOR SERVICES		4,223.44	28,081.00	30,890.31	0.00	(2,809.31)	110
FINES & FORFEITS							
211-00-35-00-1030	LIBRARY FINES	3.50	0.00	10.50	0.00	(10.50)	100
TOTAL		3.50	0.00	10.50	0.00	(10.50)	100

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2025

PAGE: 2
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
<hr/>							
TOTAL FINES & FORFEITS		3.50	0.00	10.50	0.00	(10.50)	100
MISCELLANEOUS REVENUE							
211-00-37-00-2310	DONATIONS	100.05	1,500.00	13,022.60	0.00	(11,522.60)	868
211-00-37-00-2365	ENDOWMENT FUND INCOME	0.00	1,300.00	1,502.88	0.00	(202.88)	116
211-00-37-00-2367	GRAND RAPIDS LIBRARY FOUNDATIN	5,814.50	0.00	10,961.40	0.00	(10,961.40)	100
211-00-37-00-2368	DONATIONS-ADA PROJECT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2375	MEETING ROOM RECEIPTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2420	BLANDIN GRANTS	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2421	MIRC GRANT	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2450	MISCELLANEOUS	149.56	0.00	755.46	0.00	(755.46)	100
211-00-37-00-2455	ENERGY REBATES	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-2460	BOARD FUNDRAISER	0.00	0.00	0.00	0.00	0.00	0
211-00-37-00-5100	INVESTMENT INCOME	0.00	3,000.00	2,409.95	0.00	590.05	80
211-00-37-00-5105	NET +/- FAIR VALUE-INVSTMT	0.00	0.00	0.00	0.00	0.00	0
<hr/>							
TOTAL		6,064.11	5,800.00	28,652.29	0.00	(22,852.29)	494
TOTAL MISCELLANEOUS REVENUE		6,064.11	5,800.00	28,652.29	0.00	(22,852.29)	494
OTHER SOURCES							
211-00-39-00-4620	INSURANCE RECOVERY	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5010	SALES OF GENL FIXED ASSETS	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5030	OPERATING TRANSFERS IN	0.00	0.00	0.00	0.00	0.00	0
211-00-39-00-5500	FUND BALANCE USAGE	0.00	0.00	0.00	0.00	0.00	0
<hr/>							
TOTAL		0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SOURCES		0.00	0.00	0.00	0.00	0.00	0
TOTAL REVENUES:		10,291.05	1,009,068.00	59,553.10	0.00	949,514.90	6
EXPENSES							
GENERAL ADMINISTRATION							
211-00-75-00-7200	OPERATING TRANSFER OUT	0.00	0.00	0.00	0.00	0.00	0
<hr/>							
TOTAL		0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS
DETAILED REVENUE & EXPENSE REPORT
MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
FOR 5 PERIODS ENDING MAY 31, 2025

PAGE: 3
F-YR: 25

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
PERSONNEL							
211-00-75-10-1010	SALARY-FULL TIME	49,497.01	432,574.00	173,539.73	0.00	259,034.27	40
211-00-75-10-1020	SALARY-FULLTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1030	SALARY-PARTTIME	10,330.12	96,799.00	43,651.77	0.00	53,147.23	45
211-00-75-10-1040	SALARY-PARTTIME/OVERTIME	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1050	CONTRACTED SERVICES	536.13	8,510.00	6,630.63	0.00	1,879.37	78
211-00-75-10-1210	PERA	4,487.05	39,305.00	15,754.09	0.00	23,550.91	40
211-00-75-10-1220	FICA	3,640.52	32,821.00	13,236.02	0.00	19,584.98	40
211-00-75-10-1250	MEDICARE	851.37	7,676.00	3,095.40	0.00	4,580.60	40
211-00-75-10-1310	HEALTH INSURANCE	10,632.00	128,370.00	52,080.00	0.00	76,290.00	41
211-00-75-10-1330	LIFE INSURANCE	17.92	232.00	110.08	0.00	121.92	47
211-00-75-10-1347	VISION INSURANCE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1420	UNEMPLOYMENT	0.00	0.00	0.00	0.00	0.00	0
211-00-75-10-1510	WORKERS COMPENSATION	211.87	2,413.00	1,059.35	0.00	1,353.65	44
TOTAL PERSONNEL		80,203.99	748,700.00	309,157.07	0.00	439,542.93	41
SUPPLIES & MATERIALS							
211-00-75-20-2010	OFFICE SUPPLIES	2,210.86	8,000.00	2,737.43	0.00	5,262.57	34
211-00-75-20-2020	COPY SUPPLIES	307.54	1,500.00	307.54	0.00	1,192.46	21
211-00-75-20-2030	PRINTING/BINDING	0.00	1,000.00	97.02	0.00	902.98	10
211-00-75-20-2043	BINDINGS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2060	COMPUTER SUPPLIES	256.36	3,000.00	2,632.50	0.00	367.50	88
211-00-75-20-2070	COMPUTER INVENTORY	0.00	2,500.00	0.00	0.00	2,500.00	0
211-00-75-20-2075	ASSETS BETWEEN \$700-\$4999	0.00	10,000.00	0.00	0.00	10,000.00	0
211-00-75-20-2090	INVENTORIAL SUPPLIES	0.00	1,000.00	7,450.66	0.00	(6,450.66)	745
211-00-75-20-2095	PRGM SUP & MATERIALS	0.00	1,000.00	2,808.73	0.00	(1,808.73)	281
211-00-75-20-2100	OPERATING SUPPLIES	2,019.90	2,000.00	2,051.88	0.00	(51.88)	103
211-00-75-20-2110	BOOKS	3,705.44	39,000.00	22,606.83	19.99	16,373.18	58
211-00-75-20-2120	AUDIO/VISUAL	368.16	9,000.00	2,776.19	0.00	6,223.81	31
211-00-75-20-2130	NEWSPAPERS	897.30	2,000.00	1,370.39	0.00	629.61	69
211-00-75-20-2140	PERIODICALS	0.00	7,500.00	47.33	0.00	7,452.67	1
211-00-75-20-2150	MAINTENANCE TOOLS/SUPPLIES	213.39	3,000.00	1,366.40	0.00	1,633.60	46
211-00-75-20-2190	OTHER SUPPLIES/MATERIALS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-20-2210	EQUIPMENT PARTS	0.00	0.00	0.00	0.00	0.00	0

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2025

PAGE: 4
 F-YR: 25

FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
TOTAL SUPPLIES & MATERIALS		9,978.95	90,500.00	46,252.90	19.99	44,227.11	51
OTHER SERVICES & CHARGES							
211-00-75-30-3000	PROFESSIONAL SERVICES	0.00	500.00	56.38	0.00	443.62	11
211-00-75-30-3010	ACCOUNTING SERVICES	1,508.75	1,600.00	1,508.75	0.00	91.25	94
211-00-75-30-3040	LEGAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3070	LAUNDRY	71.78	1,000.00	355.46	0.00	644.54	36
211-00-75-30-3090	JANITORIAL SERVICES	1,746.67	20,960.00	8,733.35	0.00	12,226.65	42
211-00-75-30-3100	OTHER CONTRACTED SERVICES	150.00	12,000.00	1,150.00	150.00	10,700.00	11
211-00-75-30-3210	TELEPHONE	379.76	6,000.00	1,898.28	0.00	4,101.72	32
211-00-75-30-3220	POSTAGE/FREIGHT	0.00	3,500.00	2,090.00	0.00	1,410.00	60
211-00-75-30-3230	SEMINAR/MEETINGS/SCHOOL	0.00	3,000.00	2,440.00	0.00	560.00	81
211-00-75-30-3255	STAFF TRAINING	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3260	COMMUNITY ED PROMOTION	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-3300	PROFESSIONAL SERV-COLLECTIONS	0.00	2,000.00	605.80	128.15	1,266.05	37
211-00-75-30-3310	AUTO MILEAGE/TRAVEL	0.00	500.00	182.80	0.00	317.20	37
211-00-75-30-3510	PUBLISHING & ADVERTISING	0.00	600.00	1,281.00	1,281.00	(1,962.00)	427
211-00-75-30-3610	GENERAL INSURANCE	2,060.00	26,208.00	10,300.00	0.00	15,908.00	39
211-00-75-30-3810	ELECTRICITY	0.00	35,000.00	9,784.81	0.00	25,215.19	28
211-00-75-30-3840	GARBAGE REMOVAL	91.54	2,000.00	674.98	0.00	1,325.02	34
211-00-75-30-3860	HEAT-NATURAL GAS	81.08	8,000.00	3,082.76	81.08	4,836.16	40
211-00-75-30-4000	MAINTENANCE CONTRACTS	0.00	9,500.00	2,317.05	0.00	7,182.95	24
211-00-75-30-4010	BUILDING MAINT/REPAIRS	550.00	15,000.00	5,692.29	0.00	9,307.71	38
211-00-75-30-4015	GROUNDS MAINTENANCE	0.00	1,000.00	0.00	0.00	1,000.00	0
211-00-75-30-4020	COMPUTER MAINT/REPAIR	0.00	9,000.00	2,129.84	0.00	6,870.16	24
211-00-75-30-4025	COMPUTER LEASES	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4030	ONLINE SERVICES	0.00	3,000.00	1,109.50	0.00	1,890.50	37
211-00-75-30-4070	GENERAL EQUIP MAINT/REPAIR	0.00	8,000.00	2,153.60	0.00	5,846.40	27
211-00-75-30-4100	EQUIPMENT LEASES	129.21	1,500.00	626.05	129.21	744.74	50
211-00-75-30-4150	EQUIPMENT RENTAL	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4200	DEPRECIATION EXPENSE	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4300	MISCELLANEOUS	0.00	0.00	0.00	0.00	0.00	0
211-00-75-30-4330	DUES & SUBCRIPTIONS	0.00	0.00	240.00	0.00	(240.00)	100
211-00-75-30-4900	TRANSFER TO RESERVE	0.00	0.00	0.00	0.00	0.00	0
TOTAL OTHER SERVICES & CHARGES		6,768.79	169,868.00	58,412.70	1,769.44	109,685.86	35

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CITY OF GRAND RAPIDS
 DETAILED REVENUE & EXPENSE REPORT
 MONTH & YTD ACTUAL WITH OUTSTANDING ENCUMBRANCES
 FOR 5 PERIODS ENDING MAY 31, 2025

PAGE: 5
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FUND: PUBLIC LIBRARY

ACCOUNT NUMBER	DESCRIPTION	MAY ACTUAL	FISCAL YEAR BUDGET	FISCAL YEAR-TO-DATE ACTUAL	OUTSTANDING ENCUMBRANCES	UNCOLLECTED/ UNENCUMBERED BALANCE	% COLL/ EXP.
EXPENSES							
GENERAL ADMINISTRATION							
CAPITAL OUTLAY							
211-00-75-50-5500	EQPT/MACH/FURN/FIX	0.00	0.00	0.00	0.00	0.00	0
211-00-75-50-5900	BUILDING/BLDG IMPROV	0.00	0.00	0.00	0.00	0.00	0

TOTAL CAPITAL OUTLAY		0.00	0.00	0.00	0.00	0.00	0
TOTAL GENERAL ADMINISTRATION		96,951.73	1,009,068.00	413,822.67	1,789.43	593,455.90	41
TOTAL EXPENSES:		96,951.73	1,009,068.00	413,822.67	1,789.43	593,455.90	41
TOTAL FUND REVENUES		10,291.05	1,009,068.00	59,553.10	0.00	949,514.90	6
TOTAL FUND EXPENSES		96,951.73	1,009,068.00	413,822.67	1,789.43	593,455.90	41
FUND SURPLUS (DEFICIT)		(86,660.68)	0.00	(354,269.57)			
TOTAL ALL FUND REVENUES		10,291.05	1,009,068.00	59,553.10	0.00	949,514.90	6
TOTAL ALL FUND EXPENSES		96,951.73	1,009,068.00	413,822.67	1,789.43	593,455.90	41
ALL FUND SURPLUS (DEFICIT)		(86,660.68)	0.00	(354,269.57)			

CITY OF GRAND RAPIDS
GRAND RAPIDS AREA LIBRARY
SCHEDULE OF CHANGES IN REVENUE, EXPENDITURES, AND FUND BALANCE
FOR THE FIVE MONTHS ENDING MAY 31, 2025
With Comparative Totals for May 31, 2024

	2024 Actual	2025 Actual	2025 Budget	Percent of Budget
Fund Balance 1/1/XX:				
Cash Flow	490,352	570,717	570,717	
Compensated Absences	-	-	-	
Emergency/unanticipated Expenditures	69,091	69,091	69,091	
Major Equipment Replacement	215,796	215,796	215,796	
TOTAL FUND BALANCE 1/1/XX	775,239	855,604	855,604	
Revenues:				
Taxes	-	-	830,187	0%
Intergovernmental	-	-	145,000	0%
Charges for Services	26,022	30,890	28,081	110%
Fines & Forfeits	10	11	-	0%
GR Library Foundation	14,280	10,961	-	0%
Miscellaneous	10,047	17,691	5,800	305%
Other Sources-Operating Transfer	-	-	-	0%
Other Sources (Fund Balance Usage)	-	-	-	0%
TOTAL REVENUES	50,359	59,553	1,009,068	6%
Expenditures:				
Personnel	296,418	309,157	748,700	41%
Supplies/Materials	51,907	46,253	90,500	51%
Other Services/Charges	61,372	58,413	169,868	34%
TOTAL EXPENDITURES	409,697	413,823	1,009,068	41%
OPERATING SURPLUS (DEFICIT)	(359,337)	(354,270)	-	
Gr Rapids Library Foundation Captl Grant	-	-	-	0%
Capital Outlay	-	-	-	0%
Fund Balance 5/31/XX				
Cash Flow	131,015	216,448	570,717	
Compensated Absences	-	-	-	
Emergency/unanticipated Expenditures	69,091	69,091	69,091	
Major Equipment Replacement	215,796	215,796	215,796	
TOTAL FUND BALANCE 5/31/XX	<u>\$ 415,902</u>	<u>\$ 501,335</u>	<u>\$ 855,604</u>	

The Grand Rapids Public Library Endowment Fund of Minnesota Foundation has a balance of \$36,868 as of 4/30/25. This endowment is not available for current operations.

Accumulated Energy Rebates

\$4,533

FUND: PUBLIC LIBRARY
FOR 5 PERIODS ENDING MAY 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 05/31/25

ASSETS					
211-00-00-00-0100	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-0110	DUE TO OTHER FUNDS	0.00	265,278.52	265,278.52	0.00
211-00-00-00-1010	CASH	840,143.59	56,157.91	449,873.49	446,428.01
211-00-00-00-1019	PETTY CASH FUND	20.00	0.00	0.00	20.00
211-00-00-00-1020	CHANGE FUND	70.00	0.00	0.00	70.00
211-00-00-00-1041	UNREALIZED FAIR VALUE-INVSTMT	(4,493.66)	0.00	0.00	(4,493.66)
211-00-00-00-1050	TAXES RECEIVABLE-CURRENT	0.00	0.00	0.00	0.00
211-00-00-00-1070	TAXES RECEIVABLE-DELINQUENT	34,306.00	0.00	0.00	34,306.00
211-00-00-00-1150	ACCOUNTS RECEIVABLE	1,400.00	0.00	0.00	1,400.00
211-00-00-00-1310	DUE FROM OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-1313	DUE FROM ALS	0.00	0.00	0.00	0.00
211-00-00-00-1314	GR AREA LIB FND ENDOWMENT	0.00	0.00	0.00	0.00
211-00-00-00-1315	DUE FROM ST PAUL & MN COM FDN	38,804.21	0.00	0.00	38,804.21
211-00-00-00-1320	DUE FROM OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1321	DUE FROM US GOV'T	0.00	0.00	0.00	0.00
211-00-00-00-1550	PREPAID ITEMS	3,877.39	0.00	3,877.39	0.00
211-00-00-00-1551	PREPAID INSURANCE	10,172.64	27,268.41	21,531.99	15,909.06
211-00-00-00-1620	BUILDINGS	0.00	0.00	0.00	0.00
211-00-00-00-1621	ACCUMULATED DEPRECIATION	0.00	0.00	0.00	0.00
211-00-00-00-1630	IMPROVEMENTS	0.00	0.00	0.00	0.00
211-00-00-00-1800	ENCUMBRANCES	0.00	28,958.53	27,189.09	1,769.44

TOTAL		924,300.17	377,663.37	767,750.48	534,213.06

TOTAL ASSETS		924,300.17	377,663.37	767,750.48	534,213.06

LIABILITIES AND FUND EQUITY					
LIABILITIES					
211-00-00-00-2020	ACCOUNTS PAYABLE	14,388.33	449,873.49	432,232.48	(3,252.68)
211-00-00-00-2030	SALES TAX PAYABLE	0.00	226.85	282.39	55.54
211-00-00-00-2060	CONTRACTS PAYABLE	0.00	0.00	0.00	0.00
211-00-00-00-2070	DUE TO OTHER FUNDS	0.00	0.00	0.00	0.00
211-00-00-00-2080	DUE TO OTHER GOVERNMENTS	0.00	0.00	0.00	0.00
211-00-00-00-2120	DUE TO COMPONENT UNIT-PUC	0.00	0.00	0.00	0.00
211-00-00-00-2170	ACCRUED WAGES PAYABLE	16,001.51	16,001.51	0.00	0.00
211-00-00-00-2200	DEFERRED REVENUES-TAXES	34,306.00	0.00	0.00	34,306.00
211-00-00-00-2220	DEFERRED REVENUES	4,000.00	4,000.00	0.00	0.00

TOTAL		68,695.84	470,101.85	432,514.87	31,886.86

DATE: 06/04/2025
TIME: 15:49:27
ID: GL450000.WOW

CITY OF GRAND RAPIDS
DETAILED BALANCE SHEET

FUND: PUBLIC LIBRARY
FOR 5 PERIODS ENDING MAY 31, 2025

ACCOUNT #	DESCRIPTION	BALANCE 01/01/25	NET DEBITS	NET CREDITS	BALANCE 05/31/25

TOTAL LIABILITIES		68,695.84	470,101.85	432,514.87	31,108.86
FUND EQUITY					
211-00-00-00-2530	FUND BALANCE-UNRESV & UNDESG	855,604.33	0.00	0.00	855,604.33
211-00-00-00-2950	RESERVE FOR ENCUMBRANCE	0.00	27,189.09	28,958.53	1,769.44

TOTAL		855,604.33	27,189.09	28,958.53	857,373.77
	FUND SURPLUS (DEFICIT)	0.00	354,269.57	0.00	(354,269.57)

TOTAL FUND EQUITY		855,604.33	381,458.66	28,958.53	503,104.20

TOTAL LIABILITIES AND FUND EQUITY		924,300.17	851,560.51	461,473.40	534,213.06

RESOLUTION NO. 2025-06
A RESOLUTION ACCEPTING DONATIONS

WHEREAS, Minnesota State Statutes 465.03, states that cities may accept gifts of real or personal property, including money, and use them in accordance with the terms the donor prescribes, and

WHEREAS, every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members,

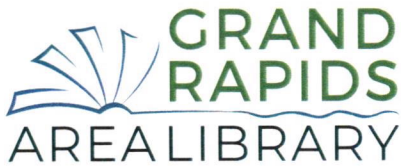
NOW THEREFORE, BE IT RESOLVED, that the Library Board of the City of Grand Rapids, Itasca County, Minnesota, accepts the listed donations and terms of the donors as follows:

Grand Rapids Area Library Foundation - \$1,007.52

Adopted this 11th day of June 2025

Cyndy Martin, President

Jennifer Barr, Secretary



5/13/2025

Emily Lindner
 23222 Old Stones Throw Road
 Grand Rapids, MN 55744

Dear Ms. Lindner:

I am pleased that you will be leading a series of book club meetings developed for school age children. These programs will be held 6/09/2025, 7/14/2025, and 8/11/2025.

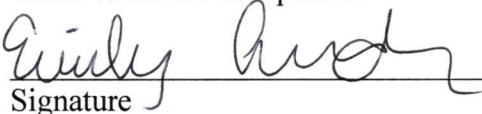
The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. In addition, the Library will pay you \$50 for program materials and snacks, for a total payment of \$150 per program. Payments will be made monthly, after the programs are completed. If these arrangements are agreeable, please sign below, and return this contract to the library.


My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
 Library Director

These terms are acceptable:


 Signature

5/13/25

 Date

Approved for the Board of Directors:



5/14/2025

Emily Slaubaugh
 816 NE 2nd Ave
 Grand Rapids, MN 55744

Dear Ms. Slaubaugh:

I am pleased that you will be leading a series of Musical Storytimes developed for school age children. These programs will be held 6/10/2025, 6/17/2025, 6/24/2025, 7/1/2025, 7/8/2025, 7/15/2025, 7/22/2025, and 7/29/2025.

The Library will pay you \$100 for each program. This fee will include your prep time, as well as set-up, programming, and clean-up time. If these arrangements are agreeable, please sign below, and return this contract, and your signed W9 to the library.

My e-mail is: wrichter@grandrapidsmn.gov. Don't hesitate to contact me if you have questions or concerns about the arrangements for your programs.

Sincerely,

Will Richter
 Library Director

These terms are acceptable:

A handwritten signature in blue ink, appearing to read "Emily Slaubaugh", written over a horizontal line.

Signature

The date "5/14/25" handwritten in blue ink, positioned above a horizontal line.

Date

Approved for the Board of Directors:



Memorandum

Date: May 27th, 2025

To: Itasca County Commissioners

From: Tasha Connelly, Mayor of Grand Rapids

Re: Library Funding and Joint Powers Agreement

The City of Grand Rapids and Itasca County governments have a long-standing collaborative and cooperative relationship. This partnership and strategic thinking have produced joint power agreements at mutual interest points: the animal control center prior to 2010 and the airport in 1967, which are arrangements that pool our resources, expertise, and collective power to achieve shared and mutually beneficial goals that would be difficult or impossible to achieve each on our own. Most recently, we worked closely with Itasca County with the government center expansion helping to ensure that the work the County was mandated to do was not impinged. We have a long-standing history of goal orientation, and it is under these same problem-solving efforts that we are before you today. The City of Grand Rapids, as you are now aware, has reached a critical funding juncture where it can no longer be the majority (84%) funder of our area library. While we are appreciative of the County's 16% (\$145,00) contribution to the revenue stream for 2025, the City is responsible for \$830,187 (85%) and it is not equitable in geographical usership. Like the animal control center and the airport, the City is looking to partner equally with the County to provide library services to our residents. With sixty-five percent (65%) of library card holders being Itasca County residents who live outside of the City of Grand Rapids and thirty-five (35%) of the card holders City residents, we are hoping to close the gap and move to a 50/50 agreement. We know that seventy five percent (75%) of all Itasca County library transactions occur at the library in Grand Rapids, which includes communities that already have libraries housed within them.

It is true that without an equitable solution in funding, the City will not be able to maintain library services without substantial and far reaching cuts that will impact all our constituents. While in theory this would appear to not be a County problem, the City is the county seat, the heart of Itasca County. Our library provides access to knowledge, literacy, education, community engagement, resources, electoral processes, and has economic and social impacts that are pivotal to our collective and shared history and to our communities. The City is looking to exhaust all efforts cooperatively before making drastic decisions. I am optimistic and look forward to working with you to create an equitable funding agreement that allows both government entities to provide needed library services to all our residents.

In partnership,

A handwritten signature in black ink, appearing to read 'Tasha Connelly', with a long horizontal line extending to the right.

Tasha Connelly, Mayor of Grand Rapids

	Itasca County NTC	\$69,481,578.00		TC rate	0.47%
	Levy	\$326,533.00			
	EMV	TMV	NTC	Proposed tax	
residential homestead	\$30,000.00	\$18,000.00	\$180.00	\$0.85	
	\$50,000.00	\$30,000.00	\$300.00	\$1.41	
	\$75,000.00	\$45,000.00	\$450.00	\$2.12	
	\$100,000.00	\$71,760.00	\$718.00	\$3.37	
	\$125,000.00	\$99,010.00	\$990.00	\$4.65	
	\$150,000.00	\$126,260.00	\$1,263.00	\$5.94	
	\$200,000.00	\$180,760.00	\$1,808.00	\$8.50	
	\$250,000.00	\$235,260.00	\$2,353.00	\$11.06	
	\$300,000.00	\$289,760.00	\$2,898.00	\$13.62	
	\$400,000.00	\$398,760.00	\$3,988.00	\$18.74	
				\$0.00	
				\$0.00	
seasonal rec	\$50,000.00	\$50,000.00	\$500.00	\$2.35	
	\$75,000.00	\$75,000.00	\$750.00	\$3.53	
	\$100,000.00	\$100,000.00	\$1,000.00	\$4.70	
	\$150,000.00	\$150,000.00	\$1,500.00	\$7.05	
	\$200,000.00	\$200,000.00	\$2,000.00	\$9.40	
	\$250,000.00	\$250,000.00	\$2,500.00	\$11.75	
				\$0.00	
				\$0.00	
agricultural homestead	\$50,000.00	\$50,000.00	\$250.00	\$1.18	
(land Only)	\$75,000.00	\$75,000.00	\$375.00	\$1.76	
	\$100,000.00	\$100,000.00	\$500.00	\$2.35	
	\$150,000.00	\$150,000.00	\$750.00	\$3.53	
	\$200,000.00	\$200,000.00	\$1,000.00	\$4.70	
	\$250,000.00	\$250,000.00	\$1,250.00	\$5.88	
	\$300,000.00	\$300,000.00	\$1,500.00	\$7.05	
	\$400,000.00	\$400,000.00	\$2,000.00	\$9.40	
				\$0.00	
				\$0.00	
Commercial	\$50,000.00	\$50,000.00	\$750.00	\$3.53	
	\$75,000.00	\$75,000.00	\$1,125.00	\$5.29	
	\$100,000.00	\$100,000.00	\$1,500.00	\$7.05	
	\$125,000.00	\$125,000.00	\$1,875.00	\$8.81	
	\$150,000.00	\$150,000.00	\$2,250.00	\$10.58	
	\$175,000.00	\$175,000.00	\$2,750.00	\$12.93	
	\$200,000.00	\$200,000.00	\$3,250.00	\$15.28	
	\$250,000.00	\$250,000.00	\$4,250.00	\$19.98	

6/3/2025

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COLLECTION DEVELOPMENT GUIDELINES GRAND RAPIDS AREA LIBRARY

These Guidelines are intended to assist staff members responsible for materials selection to develop a collection of resources in keeping with the Mission, Vision, Values Statements and policies of the board of Directors.

MISSION STATEMENT

The Grand Rapids Area Library is a welcoming place that builds an informed, engaged and enlightened community by helping children develop a love of reading, supporting lifelong learning, connecting individuals, and enriching leisure time.

VISION STATEMENT

We will be recognized as a source of knowledge and information; a place to gather and discuss; an encourager of reading; a partner in cooperation with the city, the county, the schools and our supporting organizations. We will be acknowledged as a gateway to lifelong learning, offering a full spectrum of services.

CORE VALUES STATEMENT

The Grand Rapids Area Library values:

- A literate community
- A place for learning and sharing information
- Reading for education and enlightenment in a digital world
- Responsiveness to the changing needs of the community
- A community that loves reading
- Intellectual property rights
- Ethical, fiscally responsible stewardship
- An affirmative approach for effectively converting information to knowledge
- Collaboration with our stakeholders
- Diversity of people and ideas
- Our staff
- The educational, social and cultural development of children
- Skilled, dedicated and respectful customer service

Guidelines for selection of materials for the Grand Rapids Area Library

Introduction: The Library's efforts in obtaining, developing access to, and withdrawing materials will be focused on fulfilling the Mission, Vision and Core Values as defined in the Long Range Strategic Plan of the Library Board. The Board's policy on collection development is as follows:

Statement of Collection Scope

6/3/2025

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The Grand Rapids Area Library Board of Trustees acknowledges the Library's responsibility, as a reference and referral library of the State of Minnesota, to provide materials to meet the varied information needs of the public it serves and to fill at least 95% of all information and title requests from locally available resources.

Inclusiveness: The Library collection shall include representative materials of all races and nationalities, and all political, religious, economic and social views. The collection will be carefully developed in order that a full range of opinion on controversial issues will be represented, and that the needs of special groups will be balanced with general demand.

Current content: The collection will be focused on currently useful materials. Specialized research materials will be made available through participation in the Arrowhead Regional Library System and other statewide programs.

In order to keep the collection current, the Board directs that procedures be implemented to weed five percent (5%) of the collection yearly.

1. Authority and Responsibility

- 1.1 Final authority for the determination of policy in the selection and acquisition of materials is vested in the Library's Board of Trustees.
- 1.2 Ultimate responsibility for book selection, as for all library activity, rests with the Director, who operates within the framework of policies determined by the Board of Trustees.

2. Objectives

The book selection policy is intended to implement the collection development policy of the Board.

3 Basic Criteria for selection of materials include:

- 3.1 Permanence and timeliness of contents
- 3.2 Accuracy of information
- 3.3 Authoritativeness of contents
- 3.4 Suitability of presentation and format for intended audience and subject matter.
- 3.5 Social significance
- 3.6 Quality and artistic merit as indicated in critical reviews in standard review sources relevant to the type of material
- 3.7 Reputation of publisher in regards to physical quality of products
- 3.8 Public interest in the item as evidenced by patron requests, circulation statistics for other books by the author or type, or inclusion on published "best seller" lists.
- 3.9 Cost of the item in relation to the total materials budget
- 3.10 Collector's items, as such, are not purchased.

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- 4. Special criteria: In addition to the general criteria, which apply to all purchases, special criteria should be applied when selecting for specific collections.**
- 4.1 Special Criteria for the General and Reference Collections
- 4.1.1 Selectors will give highest priority to materials providing access to information on frequently researched topics.
- 4.1.2 Selectors will avoid duplication of resources readily accessible in other libraries in the community or system unless that duplication is needed to provide adequate access for all.
- 4.1.3 Selectors will seek resources reflecting the special interests and needs of the community served.
- 4.1.4 Selectors will make a significant effort to find and obtain materials providing information on the history of Grand Rapids and Itasca County and to maintain a wide variety of materials published in and about the State of Minnesota. General availability of these items shall be a consideration in the determination as to whether an item may be withdrawn from the collection due to lack of use.
- 4.2 Special Criteria for Children's Materials
- 4.2.1 Children's Department materials should promote the health, safety and well being of children
- 4.2.2 Materials selected will deal with those concerns and topics of interest to children. Information of importance to children will not be excluded because some individuals might prefer that their children not have access to materials on the subject.
- 4.2.3 Special care will be taken to select materials which allow children to explore areas of interest not normally found in school curricula.
- 4.2.4 Titles that receive prestigious awards such as the Caldecott and Newbery Medals will be given high priority.
- 4.2.5 Recipients of the Minnesota Book Award in children's literature will have high priority for selection.
- 4.3 Special Criteria for Young Adult Materials
- 4.3.1 Materials should be aimed at the special interests and needs of young adults.
- 4.3.2 The paperback format will be given special consideration for materials of transitory interest and for fiction.
- 4.4 Special Criteria for Audiovisual Materials
- 4.4.1 Suitability of content to format is a special consideration for this collection.
- 4.4.2 Materials will be selected with the balance of the entire collection in mind.
- 4.5 Special criteria for periodicals
- 4.5.1 Periodicals should be self indexed or included in periodical indexes available in the library
- 4.5.2 Periodicals selected should have been in continuous publication for at least one year.

6/3/2025

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- 4.5.3 The availability of full text contents in existing library electronic subscriptions will be taken into account when choosing periodicals.
- 4.6 Gift materials Gift materials will be selected for addition to the collection under the appropriate criteria listed above. Donors will be informed at the time of the donation that materials not falling within the selection criteria of the library may be given to the Friends of the Library for their book sale room.

5. Materials Withdrawal Policy. The withdrawal of materials is an important aspect of collection development. When library materials lose the value for which they were originally selected, they should be withdrawn so that the collection remains vital and useful. The withdrawal of materials is based on the following guidelines:

- 5.1 Worn or damaged materials will be removed from the library and replaced if purchase of the replacement would fall within the guidelines of the selection policy.
- 5.2 Materials which contain information which is outdated should be withdrawn unless they are deemed important for maintenance of historic information on the topic. Materials withdrawn under this proviso should be replaced with more current information as needed.
- 5.3 Duplicate copies of titles which have waned in popularity will be removed by eliminating those most worn.
- 5.4 To control storage costs and provide room for new materials, little used materials will be considered for withdrawal

6. Implementation of Freedom to Read Statement

- 6.1 No materials shall be excluded because of the race, nationality, political, social or religious views of the author
- 6.2 No library materials will be labeled for the purpose of rating the suitability of its content for prospective readers.
- 6.3 No item will be sequestered except to protect it from damage or theft.
- 6.4 No library materials which was selected in accordance with the policies of the Board shall be removed from the collection except by express order of a court of competent jurisdiction or by the withdrawal policy of this board and established weeding procedures.
- 6.5 No library material shall be excluded from the collection because it may fall into the hands of children. Responsibility for a child's reading rests with the child's parent or legal guardian

Children's in May

And....we're off and running! Welcome to Summer 2025. Some highlights of the Merry Month of May:

1. First, that was some turnout at the County Board meeting. I'm not good at the waiting game, but I'm ready to set this down for a bit and let our elected officials do their jobs.
2. We have a new book jobber! After months of frustration with Baker and Taylor, we have made the switch to Ingram. Not only does it seem to be less expensive overall, but they have the books I'm looking for! My first order to Ingram was for over 100 books that I couldn't get through Baker & Taylor.
3. Online Storytime filmed the themes of: Flowers, Be Safe, Kindness, Ice Cream, Ocean and Fish. (I'm looking at this list and realizing that I might be looking forward to summer!)
4. Page Turners Book Club met for the last time this school year; they will start their summer session in June.
5. I spent one entire day visiting all 7 Kindergarten classes at West Elementary. I did a 20-minute Storytime for each class, talked about the library, and distributed Summer Reading materials. It was exhilarating. It was exhausting.
6. Our Summer Reading Program officially started May 19. Activity cards are flying out the door.
7. I visited with the Grand Rapids Area Library Foundation at their May meeting. I was able to update them on the status of the Joint Powers agreement, and fill them in on some summer programming.

Happy Reading!

Monthly Report - Overview for May 2025

Locations on this report: Grand Rapids Area Library

Checkout

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
1st Time	8227	9780	-16	9850	-17	45822	49765	-8
Phone Renewal	238	221	7	299	-21	1049	1539	-32
Renewal	141	157	-11	142	-1	737	1008	-27
Opac Renewal	624	640	-3	650	-4	2970	3220	-8
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	9230	10798	-15	10941	-16	50578	55532	-9

Checkout Stock Rotation

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
1st Time	0	0	0	0	0	0	0	0
Phone Renewal	0	0	0	0	0	0	0	0
Renewal	0	0	0	0	0	0	0	0
Opac Renewal	0	0	0	0	0	0	0	0
Offline 1st Time	0	0	0	0	0	0	0	0
Offline Renewal	0	0	0	0	0	0	0	0
Dayend Auto Renew	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0

Checkin

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
Normal	7736	8829	-13	9340	-18	41634	44835	-8
Late	2113	1950	8	2165	-3	9052	9896	-9
Offline Normal	0	0	0	0	0	0	0	0
Offline Late	0	0	0	0	0	0	0	0
Total	9849	10779	-9	11505	-15	50686	54731	-8

Requests Placed

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
Placed	1389	1806	-24	2288	-40	9286	11452	-19
Total	1389	1806	-24	2288	-40	9286	11452	-19

Requests Resolved

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
Cancelled	73	122	-41	156	-54	572	554	3
Filled	2412	2751	-13	3032	-21	13803	16060	-15
Expired	1	2	-50	4	-75	16	12	33
Total	2486	2875	-14	3192	-23	14391	16626	-14

Holds Resolved

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
Picked Up	1363	1723	-21	2058	-34	8623	10310	-17
Cancelled	1	12	-92	4	-75	22	7	214
Expired	117	114	2	133	-13	579	705	-18
Total	1481	1849	-20	2195	-33	9224	11022	-17

Overdues

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
1st Notice	765	598	27	839	-9	3000	3125	-4
2nd Notice	2	6	-67	4	-50	23	17	35
3rd Notice	1	0	100	0	100	6	3	100
4th Notice	0	1	-100	0	0	5	2	150
5th Notice	0	0	0	0	0	1	3	-67
Final Notice	0	0	0	0	0	0	0	0
Notice # 7	0	0	0	0	0	0	0	0
Notice # 8	0	0	0	0	0	0	0	0
Notice # 0	214	129	65	255	-17	942	979	-4
Total	982	734	33	1098	-11	3977	4129	-4

Borrower Delta

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
New (Manual)	82	96	-15	84	-3	418	402	3
Deleted (Manual)	4	5	-20	8	-50	30	40	-25
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0

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Total	86	101	-15	92	-7	448	442	1

Bib Delta

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	121	250	-52	130	-7	734	818	-11
Deleted (Manual)	156	217	-29	220	-30	2039	1363	49
New (Batch)	33	42	-22	93	-65	163	556	-71
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	310	509	-40	443	-31	2936	2737	7

Auth Delta

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
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New (Manual)	0	0	0	0	0	0	0	0
Deleted (Manual)	3	3	0	3	0	22	6	266
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	3	3	0	3	0	22	6	266

Item Delta

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
-----	-----	-----	-----	-----	-----	-----	-----	-----
New (Manual)	442	550	-20	451	-2	2175	2560	-16
Deleted (Manual)	76	78	-3	136	-45	3121	2321	34
New (Batch)	0	0	0	0	0	0	0	0
Deleted (Batch)	0	0	0	0	0	0	0	0
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Total	518	628	-18	587	-12	5296	4881	8

Acquisitions Activities

Description	May 2025	Apr 2025	%chg	May 2024	%chg	2025 YTD	2024 YTD	%chg
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Lines Ordered	0	0	0	0	0	0	0	0
Items Ordered	0	0	0	0	0	0	0	0
Lines Received	306	359	-15	298	2	1169	1332	-13
Items Rcvd by Ven	323	370	-13	302	6	1209	1352	-11
Claims	0	0	0	0	0	0	0	0
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Total	629	729	-14	600	4	2378	2684	-12

Grand Rapids Area Library**Reference Statistics****May 2025**

	May	YTD 2025
Door Count	4,935	26,009
Reference Questions	131	773
Computer Help Over 5 Minutes	20	86
Tests Proctored	1	3
Public Computer Use: Sessions	202	1,093
Public Computer Use: Hours	162	1,000
Special Computer Sessions	107	557
Passports Accepted	112	590

May 2025

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 5 NP/ 4 	2 2 NP/ 4 	3 ref 7 NP 4 C
4	5 10 NP/ 4 	6 7 NP/ 4 	7 5 NP/ 4 	8 6 NP/ 4 	9 NP/ 4	10 ref 28 NP 16 C 4
11	12 7 NP/ 4 	13 6 NP/ 4 	14 5 NP/ 4 	15 6 NP/ 4 	16 3 NP/ 4 	17 ref 27 NP 29 C 4
18	19 14 NP/ 4 	20 10 NP/ 4 	21 8 NP/ 4 	22 5 NP/ 4 	23 2 NP/ 4 	24 ref 39 NP 33 C 6
25	26 closed	27 10 NP/ 4 	28 5 NP/ 4 	29 11 NP/ 4 	30 4 NP/ 4 	31 ref 30 NP 21 C-6

May 2025

4935 J.C.

112 total
passports

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 176715 MJ FTO 9	2 176879 MJ FTO 2	3 ⑪
4	5 177232 MJ FTO 10	6 177483 MJ FTO 8	7 177724 MJ FTO 5	8 177948 MJ FTO 4	9 178082 MJ FTO 2	10 ②9
11	12 178360 4	13 178610 6	14 178853 5	15 179115 1	16 179306 0	17 15
18	19 179596 9	20 179915 5	21 180194 7	22 180421 6	23 180573 5	24 ③2
25	26 CLOSED	27 180910 4	28 181235 8	29 181460 8	30 181650 4	31 ②4

GRAL Children's Library Monthly Statistics

May 2025

Online Storytime

Programs: 5

Facebook plays: 1557*

YouTube views: 154

Total views: 1711

Artastic

Programs: 0

Facebook plays: 0

YouTube views: 0

Total views: 0

Kits handed out: 0

05/06	Book Time	31
05/12	Page Turners	5
05/13	Book Time	25
05/20	Book Time	38

Total Programs: 4 People: 99

Book Times : 3 People: 94

Library Programs: 1 People: 5

Class Visit: 1 group People: 11

• RJEMS SPED: 11

Reference Questions 2025: 307

Reference Questions 2024: 498

*The Meta platform has changed how they calculate Facebook viewer metric. They have changed views to plays.

May 2025

305

Item 8.

Sun	Mon	Tue	Wed	Thu	Fri	Sat
				1 15	2 5	3 20
4	5 8	6 10	7 11	8 6	9 8	10 43
11	12 15	13 21	14 15	15 16	16 7	17 74
18	19 20	20 23	21 17	22 19	23 8	24 95
25	26 CLOSED	27 14	28 27	29 11	30 21	31 75

GRAND RAPIDS AREA LIBRARY: 2025 Volunteer Report

Month	Regular Volunteers		RSVP Volunteers		Library Board		Library Friends		Library Foundation		Total	Total
	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours	# Vol	Hours
January	27	160.75	3	90.50	7	27.00	9	85.75	2	5.00	30	251.25
February	36	157.50	4	57.25	8	28.00	8	56.25	10	14.00	40	214.75
March	30	167.75	4	70.00	8	28.00	9	70.50	1	3.00	34	237.75
April	27	149.00	4	65.25	8	28.00	6	52.00	1	3.00	31	214.25
May	35	163.25	4	94.00	9	29.00	8	89.75	8	12.00	39	257.25
June												0.00
July												0.00
August												0.00
September												0.00
October												0.00
November												0.00
December												0.00
Total		798.25		377.00		140.00		354.25		37.00	*	1,175.25